



DEPARTMENT OF THE ARMY  
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND  
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333-0001

REPLY TO  
ATTENTION OF

S: 2 Jun 00

AMCPE-T

21 MAR 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Workplace Violence

1. By the enclosed memorandum, the Commanding General of the U.S. Army Materiel Command reemphasized his commitment to providing a work environment free from violence, threats of violence, harassment, intimidation, and other disruptive behavior. Although this type of conduct is not pervasive in our Command, we are not immune to the possibility. Every organization experiences some form of disruptive behavior at one time or another.
2. General Coburn encouraged you to establish an installation level task force to implement prevention and intervention strategies. To monitor our overall Command preparedness and ability to appropriately address instances of workplace violence, I am reviewing the guidance in place throughout the Command. Please forward a copy of your local procedures to Headquarters, U.S. Army Materiel Command, ATTN: AMCPE-T (Patricia Long), 5001 Eisenhower Avenue, Alexandria, VA 22333, by 2 June 2000.
3. I share General Coburn's commitment to effectively deal with any form of workplace violence within our Command. We will support all efforts made by Command personnel in dealing with violent, threatening, harassing, intimidating or other disruptive behavior in our workplace and we will continuously monitor whether this policy is being implemented effectively.
4. For additional information on dealing with workplace violence, a Handbook published by the U.S. Office of Personnel

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Management is at Internet site [www.opm.gov/workplac/index.html](http://www.opm.gov/workplac/index.html).  
My point of contact for this action is Mrs. Patricia Long, (703)  
617-3662 or DSN 767-3662.

5. DCSPER -- Providing Quality Service to our Customers!

FOR THE COMMANDER:

Encl  
as



MELINDA McMILLON DARBY  
Deputy Chief of Staff  
for Personnel

DISTRIBUTION:

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